



King County

Employee Giving Program

Giving Works!

REQUEST FOR ADDITION OF NONPROFIT ORGANIZATION

How do I get a nonprofit organization added to the Employee Giving Program?

Employees may request that a nonprofit organization receive an application for participation in the Employee Giving Program charitable campaign by completing the information below.

Upon receiving a completed request form, the Giving Program Administrator will add the organization to the list of nonprofits receiving electronic and paper copies of the annual campaign application. The application is also available at www.metrokc.gov/giving during the open application time period.

Nonprofit organizations must apply for participation in the charitable campaign each year. The application deadline is typically each April for participation in the campaign the following autumn (October and November). Applications are reviewed by the Employee Giving Program Committee to ensure minimum criteria are met. Criteria currently considered in the application process include: administrative costs (not exceeding 25% for two consecutive years), Washington Secretary of State Charitable Solicitations registration, tax-exempt status (for at least three years), a non-discrimination policy, and governance by a non-compensated board of directors.

Organization name (please print)

Contact person

Mailing Address

City

State

Zip

E-mail

Website

Employee making request

Submit completed form to

Mary Dzieweczynski, Employee Giving Program Administrator

EXC-ES-0720

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Seattle, WA 98104

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